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PLEASE RETURN TO  
IOWA STATE TRAVELING LIBRARY

Iowa State Plan for Library  
Program Under LSCA

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PLEASE RETURN TO  
IOWA STATE TRAVELING LIBRARY

STATE PLAN FOR LIBRARY PROGRAM  
UNDER LIBRARY SERVICES AND CONSTRUCTION ACT, as amended

Submitted by the State of Iowa in accordance  
with the provisions of the Library Services and Construction  
Act, as amended, and the Regulations promulgated thereunder.

Submitted by Iowa State Traveling Library  
(Name of State Agency)

on December 23, 1966  
(Date)

By *[Signature]*  
(Authorized Official)  
Director  
(Title)

To be completed by the Office of Education:

Date on which plan or amendment is effective: \_\_\_\_\_

By \_\_\_\_\_  
Title \_\_\_\_\_

General Provisions  
1.0

314512

1966





Plan Section Number 1.0State IowaFiscal Year 1966-1967**1.0 General provisions.****1.1. State agency.****1.11 Name of State agency.**

Iowa State Traveling Library (Code Section 303.16 - 303.17)\*

**1.12 Official title of officer.**

Director, Iowa State Traveling Library (Code Section 303.18(10), 303.21, and 303.22)\*

**1.13 Authority to administer and supervise.**

Following is a statement (with pertinent State laws attached and (or) cited) of the legal authority of the Iowa State Traveling Library to carry out the Iowa State Plan in toto:

- (a) Authority to receive and spend the Federal grant for Title I - Title IV:

Code Section ~~303.19~~\* 303.19\*

- (b) Authority to extend and develop public library services throughout the State, and to carry out the program provided by the State Plan - Title I - II:

Code Section ~~303.16~~\* 303.19\*

- (c) Authority to develop and extend public library service across state lines - Title I - IV:

Code Section 303.24\* - 303.27\*

\*See attached Code of Iowa, 1966

LSCA

Plan Section Number 1.0

1.13

State Iowa

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(d) Appropriation of State funds available for expenditure under the Plan - Title I - IV:

Chapter 1\*\*, Chapter 7\*\*, Chapter 6\*\*, Chapter 1\*\*

1. Appropriation for salaries of watchmen, maintenance and elevator operator. Blue tagged Sec. 11. 1966-67, \$5,391. (Title I & III)
2. Appropriation for watchmen, window washing, trash pick-up, electrical, carpenter, plumbing, repairs, redecorating. Yellow tagged Sec. 20. 1966-67, \$945. (Title I & III)
3. Appropriation to the Iowa State Traveling Library. Red tagged Sec. 47. 1966-67, \$119,690. (Title I & III)

(e) Authority of local agencies to administer and state agency to supervise local administration (Title I)

Plans will be administered by the Iowa State Traveling Library and its field offices and (or) its cooperative centers which will coordinate cooperative programs through contracts with local libraries which wish to participate.

Code Section 378.11 gives local authority for such contracts.\*

Code Section 303.18(2) & (4) and 303.18(8) give state authority for contracts with local agencies.

\*\*See attached Laws of Sixty-first General Assembly, 1965

## LAWS OF THE SIXTY-FIRST GENERAL ASSEMBLY

96	For per diem, support, maintenance and miscellaneous purposes .....	\$ 2,060.00
97	Total for chiropractic examining board .....	\$ 7,225.00
98	(18) COSMETOLOGY EXAMINING BOARD	
99	For salaries .....	\$ 28,530.00
100	For per diem, support, maintenance and miscellaneous purposes .....	20,350.00
101	Total for cosmetology examining board .....	\$ 48,880.00
103	(19) DENTAL EXAMINING BOARD	
104	For per diem, support, maintenance and miscellaneous purposes .....	\$ 4,425.00
105	Total for dental examining board .....	\$ 4,425.00
107	(20) EMBALMERS' EXAMINING BOARD	
108	For per diem, support, maintenance and miscellaneous purposes .....	\$ 4,100.00
109	Total for embalmers' examining board .....	\$ 4,100.00
111	(21) OPTOMETRY EXAMINING BOARD	
112	For per diem, support, maintenance and miscellaneous purposes .....	\$ 1,950.00
113	Total for optometry examining board .....	\$ 1,950.00
115	(22) PODIATRY EXAMINING BOARD	
116	For per diem, support, maintenance and miscellaneous purposes .....	\$ 1,000.00
117	Total for podiatry examining board .....	\$ 1,000.00
119	Sub-total for division of examining boards .....	\$ 103,980.00
120	Grand total of all appropriations for all purposes for	
121	each year of the biennium for the department of health	
122	and the various divisions thereof .....	\$ 1,216,465.00

HISTORY AND ARCHIVES, IOWA STATE DEPARTMENT OF

1 SEC. 11. For the department of history and archives there is  
 2 hereby appropriated from the general fund of the state for each year  
 3 of the biennium beginning July 1, 1965, and ending June 30, 1967,  
 4 the sum of one hundred forty-five thousand four hundred fifty dollars  
 5 (\$145,450.00), or so much thereof as may be necessary to be used in  
 6 the following manner:

7	For salary of curator .....	\$ 10,000.00
8	For other salaries .....	108,950.00



9	For support, maintenance and miscellaneous pur	
10	poses .....	\$ 26,500.00
11	Grand total of all appropriations for all purposes for	
12	each year of the biennium for the department of his-	
13	tory and archives .....	\$ 145,450.00

## INDUSTRIAL COMMISSIONER

1	SEC. 12. For the industrial commissioner there is hereby appro-	
2	priated from the general fund of the state for each year of the bien-	
3	niun beginning July 1, 1965, and ending June 30, 1967, the sum of	
4	one hundred three thousand nine hundred fifty-five dollars (\$103,-	
5	955.00), or so much thereof as may be necessary to be used in the	
6	following manner:	
7	For salary of commissioner .....	\$ 12,000.00
8	For other salaries .....	77,535.00
9	For support, maintenance and miscellaneous pur-	
10	poses .....	11,420.00
11	Grand total of all appropriations for all purposes for	
12	each year of the biennium for the industrial commis-	
13	sioner .....	\$ 103,955.00

## INSURANCE DEPARTMENT OF IOWA

1	SEC. 13. For the office of the insurance commissioner there is	
2	hereby appropriated from the general fund of the state for each year	
3	of the biennium beginning July 1, 1965, and ending June 30, 1967,	
4	the sum of three hundred fourteen thousand three hundred five dol-	
5	lars (\$314,305.00), or so much thereof as may be necessary to be used	
6	in the following manner:	
7	For salary of commissioner .....	\$ 15,000.00
8	For other salaries .....	259,435.00
9	For support, maintenance and miscellaneous pur-	
10	poses .....	39,870.00
11	Grand total of all appropriations for all purposes for	
12	each year of the biennium for the office of the insur-	
13	ance commissioner .....	\$ 314,305.00

## LABOR, BUREAU OF

1	SEC. 14. For the bureau of labor there is hereby appropriated	
2	from the general fund of the state for each year of the biennium	
3	beginning July 1, 1965, and ending June 30, 1967, the sum of one	
4	hundred seventy-six thousand dollars (\$176,000.00), or so much	
5	thereof as may be necessary to be used in the following manner:	
6	For salary of commissioner .....	\$ 9,000.00
7	For other salaries .....	121,100.00

7	For salary of secretary and narcotics supervisor .....	\$ 10,000.00
8	For other salaries .....	63,100.00
9	For support, maintenance and miscellaneous pur-	
10	poses .....	34,325.00
11	Grand total of all appropriations for all purposes for	
12	each year of the biennium for the pharmacy examining	
13	board .....	\$ 107,425.00

## PIONEER LAWMAKERS

1	SEC. 18. For the pioneer lawmakers there is hereby appropriated	
2	from the general fund of the state for each year of the biennium	
3	beginning July 1, 1965, and ending June 30, 1967, the sum of one	
4	hundred fifty dollars (\$150.00), or so much thereof as may be neces-	
5	sary to be used in the following manner:	
6	For salaries, support and miscellaneous purposes .....	\$ 150.00
7	Grand total of all appropriations for all purposes for	
8	each year of the biennium for the pioneer lawmakers.....	\$ 150.00

## PRINTING BOARD, THE

1	SEC. 19. For the state printing board there is hereby appropri-	
2	ated from the general fund of the state for each year of the biennium	
3	beginning July 1, 1965, and ending June 30, 1967, the sum of one	
4	hundred sixteen thousand three hundred forty dollars (\$116,340.00),	
5	or so much thereof as may be necessary to be used in the following	
6	manner:	
7	For salary of superintendent .....	\$ 8,000.00
8	For other salaries .....	48,660.00
9	For support, maintenance and miscellaneous pur-	
10	poses .....	59,680.00
11	Provided that funds appropriated for the general	
12	office by this section, in the discretion of the printing	
13	board, may be used to pay the cost of printing of the	
14	"Iowa Official Register", "Proceedings of the Iowa	
15	Academy of Science", "Iowa Welcomes You" booklet	
16	and other miscellaneous items.	
17	Grand total of all appropriations for all purposes for	
18	each year of the biennium for the state printing board	
19	provided by this section .....	\$ 116,340.00

PUBLIC BUILDINGS AND GROUNDS,  
SUPERINTENDENT OF

1	SEC. 20. For the office of the superintendent of public buildings	
2	and grounds there is hereby appropriated from the general fund of	
3	the state for each year of the biennium beginning July 1, 1965, and	
4	ending June 30, 1967, the sum of eight hundred two thousand nine	



## CH. 1] LAWS OF THE SIXTY-FIRST GENERAL ASSEMBLY

5	hundred fifty-five dollars (\$802,955.00), or so much thereof as may be	
6	necessary to be used in the following manner:	
7	For salaries .....	\$ 643,005.00
8	For support, maintenance and miscellaneous pur-	
9	poses .....	24,950.00
10	For maintenance, repairs, replacements, alterations	
11	or equipment of public buildings and grounds of the	
12	state of Iowa, subject to approval of the executive	
13	council .....	135,000.00
14	Grand total of all appropriations for all purposes for	
15	each year of the biennium for the office of the super-	
16	intendent of public buildings and grounds .....	\$ 802,955.00

## REAL ESTATE COMMISSION, IOWA

1	SEC. 21. For the Iowa real estate commission there is hereby	
2	appropriated from the general fund of the state for each year of the	
3	biennium beginning July 1, 1965, and ending June 30, 1967, the sum	
4	of thirty-one thousand two hundred dollars (\$31,200.00), or so much	
5	thereof as may be necessary to be used in the following manner:	
6	For salary of director .....	\$ 8,000.00
7	For other salaries .....	12,530.00
8	For support, maintenance and miscellaneous pur-	
9	poses .....	10,670.00
10	Grand total of all appropriations for all purposes for	
11	each year of the biennium for the Iowa real estate	
12	commission .....	\$ 31,200.00

## RECIPROCITY BOARD, IOWA

1	SEC. 22. For the reciprocity board there is hereby appropriated	
2	from the general fund of the state for each year of the biennium	
3	beginning July 1, 1965, and ending June 30, 1967, the sum of eighty-	
4	one thousand three hundred seventy dollars (\$81,370.00), or so much	
5	thereof as may be necessary to be used in the following manner:	
6	For salary of executive secretary .....	\$ 8,000.00
7	For other salaries .....	49,870.00
8	For support, maintenance and miscellaneous pur-	
9	poses .....	23,500.00
10	Grand total of all appropriations for all purposes for	
11	each year of the biennium for the reciprocity board .....	\$ 81,370.00

## SECRETARY OF STATE

1	SEC. 23. For the office of secretary of state there is hereby ap-	
2	propriated from the general fund of the state for each year of the	
3	biennium beginning July 1, 1965, and ending June 30, 1967, the sum	
4	of one hundred ten thousand sixty dollars (\$110,060.00), or so much	
5	thereof as may be necessary to be used in the following manner:	



9	For support, maintenance and miscellaneous pur-	
10	poses .....	\$ 14,230.00
11	Grand total of all appropriations for all purposes for	
12	each year of the biennium for the Iowa state medical	
13	library .....	\$ 44,860.00

#### IOWA STATE TRAVELING LIBRARY

1	SEC. 47. For the Iowa state traveling library there is hereby	
2	appropriated from the general fund of the state for each year of the	
3	biennium beginning July 1, 1965, and ending June 30, 1967, the sum	
4	of one hundred nineteen thousand six hundred ninety dollars (\$119,-	
5	690.00), or so much thereof as may be necessary to be used in the	
6	following manner:	
7	For salary of director .....	\$ 9,500.00
8	For other salaries .....	78,440.00
9	For support, maintenance and miscellaneous pur-	
10	poses .....	31,750.00
11	Grand total of all appropriations for all purposes for	
12	each year of the biennium for the Iowa state traveling	
13	library .....	\$ 119,690.00

#### LIQUOR CONTROL COMMISSION

1	SEC. 48. For the liquor control commission there is hereby ap-	
2	propriated from the general fund of the state for each year of the	
3	biennium beginning July 1, 1965, and ending June 30, 1967, the sum	
4	of four million three hundred sixty-eight thousand two hundred	
5	thirty-five dollars (\$4,368,235.00), or so much thereof as may be	
6	necessary to be used in the following manner:	
7	(1) GENERAL OPERATIONS	
8	For salaries of board members (3 at \$10,000.00	
9	each) .....	\$ 30,000.00
10	For other salaries .....	3,391,505.00
11	For support, maintenance and miscellaneous pur-	
12	poses .....	760,950.00
13	Total for general operations .....	\$ 4,182,455.00
14	(2) LIQUOR ENFORCEMENT DIVISION	
15	For salaries .....	\$ 127,155.00
16	For support, maintenance and miscellaneous pur-	
17	poses .....	58,625.00
18	Total for the liquor enforcement division .....	\$ 185,780.00
19	Grand total of all appropriations for all purposes for	
20	each year of the biennium for the liquor control com-	
	mission .....	\$ 4,368,235.00

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- (g) Authority of State Agency to plan and build state library building under authority of appropriate legal action (Title II):

Code Section 18(A); 19.15; 20; 38<sup>\*\*</sup>; 76<sup>\*\*</sup>; 481

- (h) Authority of local agencies to build cooperative centers and local library buildings (Title II):

Code Section 373.10; 373.11; 378.10(2), (8), (9); 378.11; 139; 404.10<sup>\*\*</sup>

#### 1.14 Programs under the plan.

The Iowa State Plan provides for the manner and procedures under which the State will carry out state programs to strengthen the state agency to a strong coordinating central agency; to promote the further extension of free public library services to areas without such services or with inadequate services; to provide for the construction of libraries for public library service; to promote inter-library cooperation through systems within the state and (or) a multistate area; to assist the state agencies and nonprofit agencies in providing certain specialized local and state library services; and to provide the basis on which Federal payments are made and last but not least to develop research and planning procedures for the development of a network of state wide library services.

#### 1.15 Coordination.

Three councils of six or more members each have been appointed from each type of library from state and private institutions, from local advisory groups, from library users and the state agency for the three titles III, IV A and IV B.

Local advisory groups will also be consulted on Title I and II.

- 1.2 Free library services are open to the use of all inhabitants of Iowa without discrimination as to race, creed or color and free of charge ~~where tax support is forthcoming~~. All libraries under the plan must sign the "Assurance of Compliance" statement. Non-residents in counties without county contract service may use city and town public libraries upon payment of non-resident fees unless prohibited by local ordinances. Individuals may



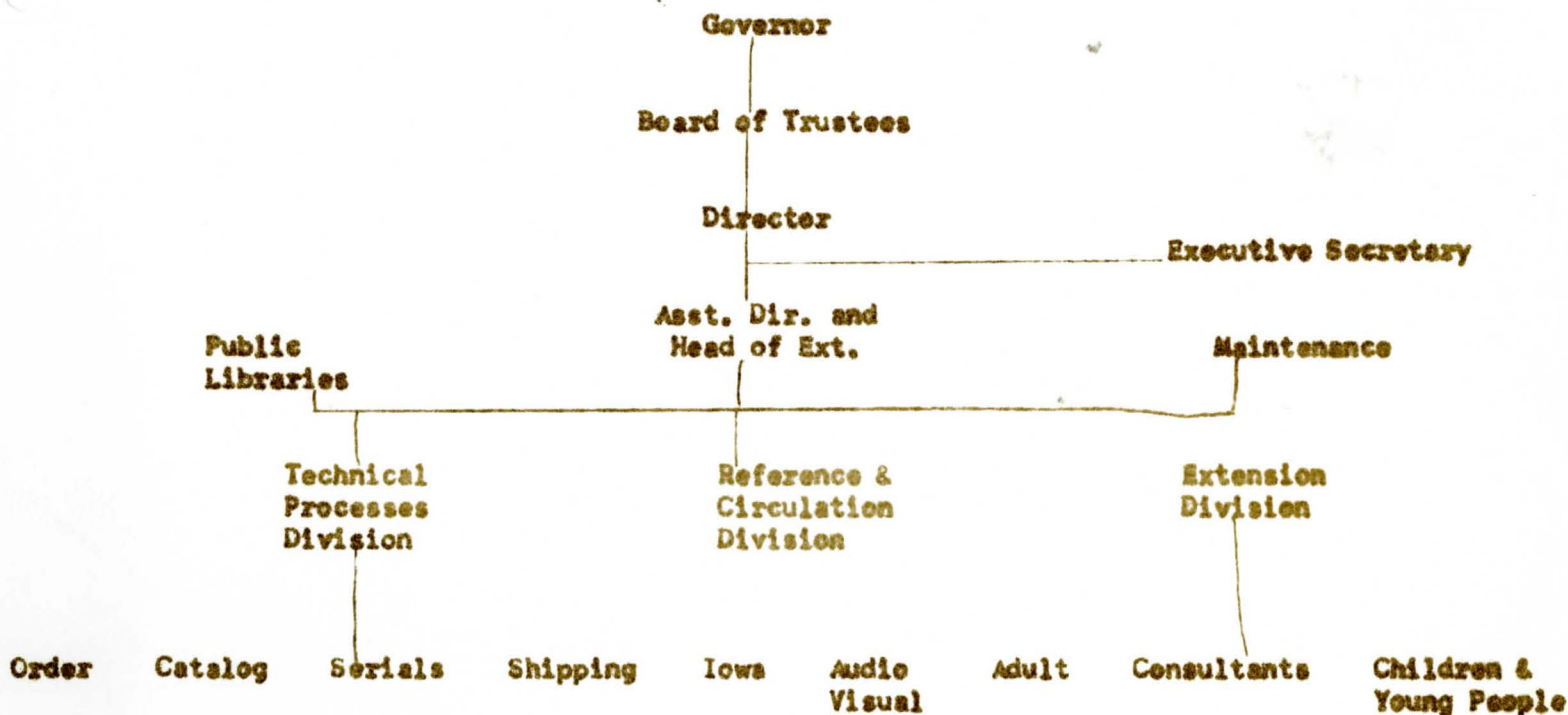
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the Iowa State Traveling Library where county contracts have not been made. (Code Section 105.A, 378.1)

1.3 Organization of the Iowa State Traveling Library and its unit functions are as follows:

Following or appended is an outline of the organizational structure of the units of the State agency involved in the library extension program, indicating the lines of authority within the agency and tracing the authority of the agency back to the highest level of State authority.

Organization Chart  
Iowa State Traveling Library





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1.3

State Iowa

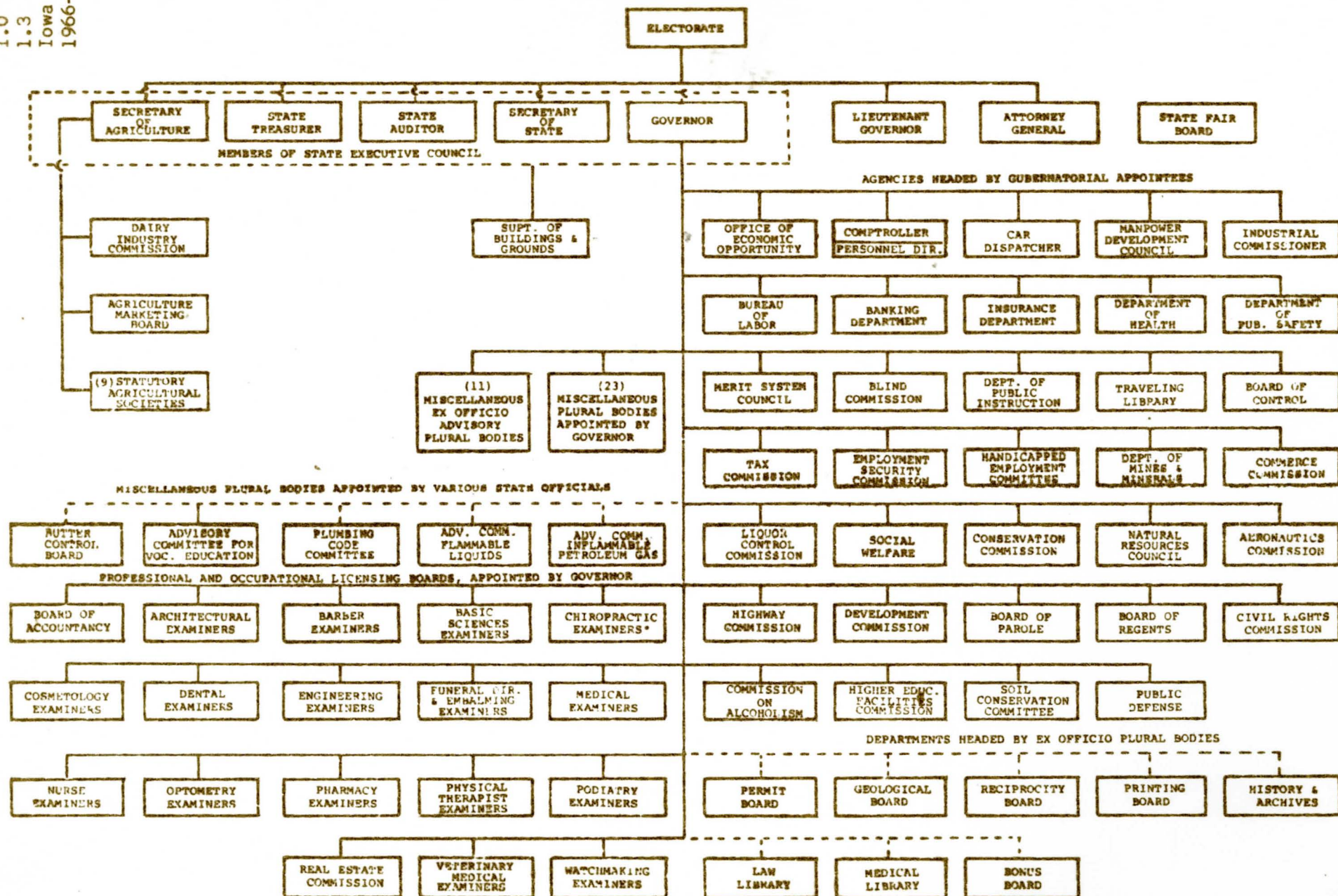
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The lines of authority between the State Traveling Library and entities participating in each of the programs covered by the plan is charted as follows (Title I - IV) operating in the Comptroller's office a Coordinator of Federal Funds has recently been appointed:

LSCA  
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Part 1

# PRESENT ORGANIZATION OF EXECUTIVE BRANCH, IOWA STATE GOVERNMENT





Plan Section Number 1.01.3State IowaFiscal Year 1966-1967

- 1.31 Contracts between State agencies will be used for Titles IV A and IV B. Where needed, contracts can be made between the Iowa State Traveling Library and private agencies for services under Title IV B.

Contracts between all agencies and the Iowa State Traveling Library can be used for Title III.

Contracts between the Iowa State Traveling Library and cooperative center boards will be made for both Title I and II.

Cooperative Centers can contract with local libraries for Title I Services and Title II Construction contracts are made direct with the Iowa State Traveling Library: (Code Section 303.16 & 378)

#### 1.4 Personnel

##### 1.41 Qualifications.

In the absence of a state Civil Service or Merit System the following Specifications for Professional Librarian positions, first passed by the Iowa State Traveling Library Board January, 1960 and reviewed again July 1, 1966, will be used to measure qualifications for all professional positions under the Plan at the discretion of the Director:

#### Specifications for Professional Librarian Positions

in the

Iowa State Traveling Library

#### Director

##### Minimum Qualifications:

1. Graduate library school degree from an ALA accredited school.
2. Two years experience at administrative level in state or public libraries.

##### Additional Desirable Qualifications:

1. Additional experience in both service and administrative capacities.



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2. Understanding of the library needs of the total community.

Assistant Director  
and Head of Extension Division

Minimum Qualifications:

1. M.A. degree in library science from an ALA accredited library school.
2. One years experience as an administrator.
3. One years experience in a service department of a state, public or college library.
4. Ability to plan and develop state wide library programs.

Additional Desirable Qualifications:

1. Evidence of active participation in the development of a state or local adult education program.
2. Ability to develop new programs and analyze essential procedures.
3. Extensive knowledge of building a book collection.

Special Librarian

Minimum Qualifications:

1. M.A. degree in library science from an ALA accredited library school or its equivalent.
2. Special courses or training in the subject fields of psychology, sociology and related areas.
3. Experience in working with special institutional problems highly desirable.

Library Consultant

Basic Qualifications:

1. A.B. degree in liberal arts.

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2. M.A. degree in library science from an ALA accredited library school.
3. At least one years experience in a public or college library.
4. Ability to work with people and instruct people in an advisory capacity.
5. Good health; ability to travel.

**Additional Desirable Qualifications:**

1. Good public speaker.
2. Skill in public relations.
3. Knowledge of books and dedication to professional goals and programs.

**Division Head**

**Minimum Qualifications:**

1. M.A. degree in library science from an ALA accredited library school.
2. One years experience in public or college library.

**Additional Desirable Qualifications:**

1. Knowledge of books.
2. Ability to work with staff and public patrons.

**Subject Specialist**

**Minimum Qualifications:**

1. M.A. degree in library science from an ALA accredited library school.

**Additional Desirable Qualifications:**

1. Major undergraduate course in some special field.

Plan Section Number 1.01.41State IowaFiscal Year 1966-1967Library Assistant

## Minimum Qualifications:

1. M.A. degree in library science from an ALA accredited library school.

## Additional Desirable Qualifications:

1. Sense of accuracy.
2. Ability to work with people.

Library Associate

## Minimum Qualifications:

1. College graduate.

## Additional Desirable Qualifications:

1. Ability to continue formal professional education.
2. Sense of accuracy.

- 1.42 Educational or training programs are threefold in the Iowa State Traveling Library Plan. The first program allows each year two \$2000 grants to college graduates for library school degrees. (See attached requirements)

The second program is a grant to staff members in the Iowa State Traveling Library or cooperative program for work-study library school training. Salaries and travel are paid as well as tuition. Such in-service training will be only for staff members who will agree to continue work with Iowa State Traveling Library or cooperative programs for a period of at least 2 years. Failure to comply will require repayment of all funds. Must sign a statement agreeing to repay the amount of the grant if applicant fails to graduate from the library school after twelve months residence.

Thirdly, expenses are paid for professional staff to attend short courses outside the state and (or) for monthly and regional workshops given by Headquarters and cooperative center professional staff to participating library staff and trustees.



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Fourth, reimbursements will be made according to the following:

The individual will make reimbursement to the State Traveling Library Board of Trustees as delineated in the attached qualifications, numbers (6) and (7). The State Traveling Library Board of Trustees shall notify the Library Services Branch, DLSEF, BAVE, USOE of such failure and shall forfeit its claim to the amount credited to the Federal allotment available during the fiscal year in which the grant was made, except that repayment of the proportionate Federal share will be made only if these were insufficient reimbursible expenditures during that year to have entitled the state to the amount so credited.

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LIBRARY EDUCATION GRANTS AVAILABLE  
UNDER THE LIBRARY SERVICES AND CONSTRUCTION ACT

The Iowa State Traveling Library Board of Trustees has approved the provision of two grants annually with Library Services and Construction Act funds to qualifying applicants to attend library schools accredited by the American Library Association. The amount of the grants will be at least \$2000 each.

THE APPLICANTS MUST MEET THE FOLLOWING QUALIFICATIONS:

- (1) must be a graduate of a four year college.
- (2) must be physically able to perform all types of library work.
- (3) must present evidence of acceptance for admission to a library school accredited by the American Library Association.
- (4) must be willing to submit to a written examination or oral interview by the Screening Board.
- (5) must submit application for the grant at least two months prior to entering library school.
- (6) must sign a statement agreeing to return to Iowa for service with the Iowa State Traveling Library or to a position of library extension service for two years after graduation from library school. Failure to comply will require repayment of all funds.
- (7) must sign a statement agreeing to repay the amount of the grant if applicant fails to graduate from the library school within a twelve months period of attendance.
- (8) must submit written application on forms provided by the Director of the Iowa State Traveling Library
- (9) must submit written acceptance of grant within ten days of notification.

Fiscal Provisions  
1.5 - 1.7



Plan Section Number 1.01.5State IowaFiscal Year 1966-1967

## 1.5 Custody of funds.

### 1.51 Receipt and safe guarding of Federal funds.

The legal title and official address of the State treasurer who will receive Federal funds is:

Treasurer of State, State House, Des Moines, Iowa

The legal authority of the State treasurer to receive and disburse Federal funds is as follows:

(See attached Chapter 8, and 12, Code of Iowa 1966)

State law and practice provides as follows for the receipt, safeguarding, and accounting for Federal funds received by the State:

Treasurer plus - the auditor of the State is the post auditor.

Federal funds received by the State will be deposited as follows:

Iowa State Traveling Library - Federal (State-wide Library Service Trust) Code Section 303.19

The officer in the State who will requisition and approve the expenditure of any funds under the approved State plan is:

Director, Iowa State Traveling Library

### 1.52 Use of Federal funds.

The State agency agrees that funds paid under the act will be expended solely for the purposes for which paid. See Code of Iowa - Chapter 8, Sec. 38 which reads in part: "No State department, institution or agency ... shall expend funds or approve claims in excess of the appropriations made thereto, nor expend funds for any purpose other than that for which the money was appropriated ...".

The State agency, further, agrees that any funds "lost or diverted" shall be paid to the U.S. Office of Education.

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The State agency, further, agrees that a percent of the grant specified by the U.S. Commissioner of Education may be withheld until audits have been made.

The State recognizes the obligation to repay any funds lost or diverted, to the United States.

**1.6 Disbursement of funds.**

**1.61 Basis of disbursement of funds.**

The fiscal years for State and local units participating in the plan are as follows:

State: July 1 - June 30

Participating local units: January 1 - December 31

Funds are paid to participating agencies under the plan on the basis of a reimbursement for actual expenditures already made, and an advance prior to the expenditure of funds.

**1.62 Title of disbursing officer in the State who will certify the payment of any funds under the plan prior to disbursement is:**

Iowa State Traveling Library Director certifies claims for payment to State Comptroller, who pre-audits the claim and writes the warrant for payment.

The extent to which local officials will be responsible for the disbursement of funds under the approved plan is as follows:

The plan will be administered under the supervision of the Director, Iowa State Traveling Library.

Funds expended by Cooperative System Library Centers will be under the authority of the local library Board of Trustees as provided in Code of Iowa, 1966; Chapter 378, Section 10.8 (the board shall have and exercise the following powers) "To have exclusive control of the expenditures of all portions of the municipal enterprises



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fund allocated for library purposes by the council, and of the expenditure of all moneys available by gift or otherwise for the erection of buildings, and of all other moneys belonging to the library fund ..."

State and local funds expended by state institutions under Title III and Title IV will be under authority of the Board of Control as provided in Code of Iowa, 1966

Code Section 218

The Board of Regents as provided in Code of Iowa, 1966

Code Section 262

Funds expended for cooperative programs with the blind

Code Section 93

Funds expended for cooperative programs with special agencies

Funds expended for cooperative programs with nonprofit organizations shall be judged under the provisions of Code Section 504.A.

**1.7 State fiscal control and accounting procedures.**

**1.71 Description.**

The fiscal control and fund accounting procedures are centralized in the office of the Comptroller on data processing. Funds are drawn on coded accounts as set up by the state with "General Control" provisions. State Agency books are constantly balanced with the Comptroller. Local books are balanced with city councils, state agencies and office of the Comptroller.

**1.72 Accounting basis and authority.**

The following fiscal terms if used in State fiscal regulations and practice are defined and interpreted as follows:

Encumbrance means:

Obligation means:

Disbursement means:

Expenditure means:

See Chapter 8, Code of Iowa,  
1966

Plan Section Number 1.01.73State IowaFiscal Year 1966-1967**1.73 Assurance of adequacy of records.**

The official State accounts showing receipts and disbursements under the approved State plan will be maintained by the following agency:

State Comptroller, Des Moines, Iowa

**1.74 Location and availability of records.**

The various fiscal documents which will verify the information shown in the official State accounts will be located as follows:

State Comptroller, Des Moines, Iowa

**1.75 Audit of expenditures.****State audit of State accounts.**

The accounts of the Iowa State Traveling Library are audited by the Office of the Auditor of the State. These audits are made annually and multiple copies of such audits are made available in the Office of the State agency.

**Audit of participating agencies' accounts.**

The accounts of the participating agencies will be audited by the Office of the Auditor of the State. These audits are made annually and multiple copies of such audits are made available in the Office of the State agency.

**1.76 Fiscal control and accounting procedures.**

Construction funds expended by the Cooperative System Library Centers and libraries participating in cooperative programs will be under the authority of the local library Board of Trustees as provided in Code of Iowa, 1966, Chapter 378, Section 10.8 (the board shall have and exercise the following powers) "To have exclusive control of the expenditures of all portions of the municipal enterprises fund allocated for library purposes by the Council, and of expenditure of all moneys available by gift or otherwise for the erection of buildings, and of all other moneys belonging to the library fund ..."



LSCA

Plan Section Number 1.0

1.76

State Iowa

Fiscal Year 1966-1967

Funds are disbursed "upon the orders of the board of trustees signed by its president and secretary".

State Library Agency administration will require monthly reports and final construction payment will be made following audit by state auditor.

State law or regulation provides as follows with regard to allocation of expenditures for construction to different fiscal years when obligations carry from one fiscal year to another:

Cash and encumbered (allocated) basis.  
(See Chapter 8, Code of Iowa copy attached)

State accounts for construction purposes are on: an obligation basis.

Local law or regulation provides as follows with regard to allocation of expenditures for construction to different fiscal years when obligations carry from one fiscal year to another.

Local accounts for construction purposes are on: obligation basis.

The official State accounts showing receipts and disbursements under the approved state plan for construction will be maintained by the following agency:

State Comptroller, Des Moines

Expenditures by the State Agency under the approved State plan will be audited by State auditors as follows:

Annual - detailed audit and upon request of any State Agency.  
(See Chapter 11, Code of Iowa copy attached)

Local agencies with construction projects under the State plan will be subject to audit or review by State auditors or examiners as follows: (Give extent, frequency, and identify the State agency which will perform the audit. This section should describe in detail the method by which the State agency will satisfy itself that expenditures by local agencies were properly made.)

State auditor's office audits State and local books annually and upon any State agency request.  
(See Chapter 11, Code of Iowa copy attached).

Reports & Amendments  
1.8 - 1.9



Plan Section Number 1.0

1.8

State Iowa

Fiscal Year 1966-1967

1.8 Reports.

The Iowa State Traveling Library will make and submit to the Commissioner of Education the reports described in 130.89 of the Regulations; and the State agency will maintain records in support thereof as required under Section 130.85 of the Regulations.

1.9 Amendment.

The Iowa State Plan will be amended whenever necessary to reflect any material changes in the public library programs, any changes in pertinent state law, or any changes in the organization of operations of, or policies and methods of administration to be followed by the Iowa State Traveling Library; and amendments will be submitted and certified in the same manner as the State Plan.



Plan Section Number 2.0State IowaFiscal Year 1966-1967

## 2.0 Public library services, Title I.

### 2.1 Policies, methods and purposes.

Following are the general aims and policies which will in the judgement of the State library administrative agency assure the use of funds under the State plan to maximum advantage in the further extension of public library services to areas without such services or with inadequate services:

The long range objectives are the further extension and improvement of public library service to every area of the state. To do this, the following programs will be undertaken:

1. Strengthening the Iowa State Traveling Library for better extension service through personnel, books, supplies, equipment and physical improvements. (Restricted use of personnel, books and other materials paid from federal funds will be enforced where extension of public library services are not clearly defined.)
2. Improving all aspects of service in existing public libraries.
3. Encouragement will be given to the formation of cooperative library systems which are defined as arrangements whereby local independent public libraries can take joint action by contract with a central library to make possible improved library services. The cooperative system would require no changes in the governmental status of existing libraries. Each local library board would retain its identity and control over its affairs. An advisory committee could be chosen to represent the participating libraries to help plan and advise on the system's cooperative services.

### 2.2 Priorities and criteria for improving public library services.

Systems, in order to be eligible for grants-in-aid from funds available under the Library Services and Construction Act, requires that one library be designated as the Cooperative System Library Center which shall:

1. Be legally organized as public library under the library laws of the state.
2. Be geographically located for convenient access of participating areas.
3. Agree to act as the administrative center of the area and be capable of performing such duties under the supervision of the Iowa State Traveling Library. (See P.L. 89-511 Sec. 103 (a) (1).)



Plan Section Number 2.02.2State IowaFiscal Year 1966-1967

4. Agree to assume leadership in cooperation with the Iowa State Traveling Library in developing a cooperative system of libraries on a contract basis within the area.
5. Agree to seek appropriations to the maximum mill tax under law and in no instance decrease local operating appropriations during term of contract with Iowa State Traveling Library.
6. Encourage participating libraries to extend service on a contract tax basis to rural areas around them during term of contract with Iowa State Traveling Library.
7. Function under accepted "Principles and Standards" as set forth by the American Library Association Public Library Service; A Guide to Evaluation with Minimum Standards during term of contract with Iowa State Traveling Library.

A Cooperative Library system may also be served under contract between two or more libraries, with one library being designated as the Cooperative System Library Center with special services assigned to the other participating libraries provided the population of the other participating library dealing with special services to be served is not less than 50,000.

And Libraries Participating in a Cooperative Library System benefiting from funds available under the Library Services and Construction Act shall:

1. Be legally organized as a public library under the library laws of the state.
2. Contract with a Cooperative System Library Center for services.
3. Expend at least 15 per cent of total budget or a minimum of \$200 through Center Library.
4. Agree not to decrease their local (city) operating appropriation and seek to secure maximum tax millage.
5. Agree to extend their services to appropriate areas around them -- county and (or) townships on a tax basis.

Plan Section Number 2.0

2.2

State Iowa

Fiscal Year 1966-1967

6. Cooperate in the development of cooperative service program in such areas as reciprocal borrowers privileges, uniform lending policies, loan of materials to other libraries, certain reference services, centralized processing, book selection, rotation of general books purchased by central office.
7. Have adequate physical facilities:
  - A. Adequate shelving space based on ALA Public Library Association. "Interim Standards for Small Public Libraries"
  - B. Adequate reading room seating space based on ALA Public Library Association. "Interim Standards for Small Public Libraries".
8. Have a well selected and organized book collection based on standard lists and function under a written book selection policy which conforms to the principals set forth in the Library Bill of Rights and the Freedom to Read documents both endorsed by the Council of the American Library Association.
9. Be open at least the minimum number of hours per week as follows:

<u>Population Served</u>	<u>Minimum Hours Per Week</u>
Under 500	10
500 - 1,000	15
1,000 - 2,500	20
2,500 - 5,000	30
5,000 - 10,000	40
10,000 - 30,000	60-64
30,000 - 50,000	64-69
Over 50,000	69-72



Plan Section Number 2.02.2State IowaFiscal Year 1966-1967

10. Have a librarian and staff which have the following minimum qualifications or their equivalent:

<u>Population Served</u>	<u>Minimum Qualifications of Staff</u>
Under 500	High School Degree (some College desirable)
500 - 1,000	High School Degree (some College desirable)
1,000 - 2,500	High School Degree (two years of College highly desirable)
2,500 - 5,000	Two years of College (plus some Library Science highly desirable); at least one assistant
5,000 - 10,000	College Degree (plus professional Library Science highly desirable); one to three assistants and (or) clerks
10,000 - 30,000	Head Librarian with Degree in Library Science; two additional professional librarians and one to six library assistants and (or) clerks
30,000 - 50,000	Head Librarian with Degree in Library Science; three to five professional librarians and six to ten library assistants and (or) clerks
Over 50,000	Sufficient staff to meet the objectives as set forth in <u>ALA Public Library Service; A Guide to Evaluation with Minimum Standards.</u>

THE PARTICIPATION OF LIBRARIES IN COOPERATIVE LIBRARY SYSTEMS is not new. It is based on the simple, and obvious fact, that better library service can be provided by jointly working together than can be provided by each individual library trying "to go it alone". The increasing demands made on libraries as educational institutions require the best possible efforts to serve all adults, young people and children with a high quality of service. Cooperation among libraries is one way to do this.

314512



Plan Section Number 2.02.2State IowaFiscal Year 1966-1967

Areas without county, township or town public library tax support are defined as "without public library services". "Inadequate Service" is defined by relating budgets, book collections, population served and qualifications of personnel to the recommendations contained in Public Library Services: A Guide to Evaluation with Minimum Standards.

Improve the staff of public libraries of Iowa by recruiting able people as well as encouraging present staff members to improve their professional qualifications.

Principles Governing Grants are as follows:

Grants to Cooperative Library systems will be made on a matching basis of 53 (federal) to 47 (local funds in the plan) to the extent of Federal Funds available.

The Grant moneys will be expected to be used for all expenses of the Cooperative except the salaries of the Field Consultant and driver and car expense and rent.

In the event that Federal Funds are inadequate to meet our matching funds, grants will be scaled down proportionally on a percentage basis as in the past.

A percentage of Federal Funds earned by local matching funds will be withheld for the Iowa State Traveling Library administrative cost. This percentage will depend upon the amount of the Federal Funds but will probably be about 15% and not to exceed 25%.

New development grants for counties and cooperatives will be determined after essential commitments have been met.

Iowa  
1966-67  
2.0  
2.1

**Project B. Eastern Area Cooperative Library Service Program.**

The Eastern Area Cooperative is headquartered in the Cedar Falls Public Library and covers seven counties with 34 town libraries, three county-wide contracts, 12 township contracts and two town contracts. Continued special emphasis will be placed on adding new county contract services. At least four more libraries are requesting membership in the cooperative which may become possible with additional LSCA funds and a building addition to the headquarters library.

The contracts carry the statement that each contracting library agrees to meet standards and policies set forth in 3.1 of the State Plan, agree to expend at least 15 per cent of total local budgets or a minimum of \$200 through Center Library.

The small libraries participate in centralized purchasing for rotating collections, the medium size libraries receive standard collections and rotating collections through centralized purchasing and the three large libraries - Hawley, Osceola, West Union - purchase all books through centralized processing.

The Center Library (Cedar Falls Public Library) is matching all of its operating appropriation and thus places the entire library under the plan. Headquarters for the cooperative are rented by the Iowa State Traveling Library.

Twenty-five per cent of the federal allotment will be earmarked for the Des Moines headquarters administrative costs in the area.

Project B - \$60,471.00



Iowa  
1946-47  
3.0  
3.1

Project C. Racoon Area Library (Jefferson Area) - Cooperative Service Program.

Twenty-two libraries in five counties comprise the cooperative. All five counties have made appropriations for county-wide service.

Twenty-five per cent of the Federal matching allotment will be earmarked for the Des Moines headquarters administrative costs in the area and for centralized reference and reader-visual service.

Quarterly meetings are held in the Jefferson Public Library to select books from the rotating collection. Delivery is made by Iowa State Traveling Library Des Moines headquarters Travelall.

A "lesson" on some phase of library service is held. After a series of reference lessons, the librarians are better able to use the standard reference collections which were distributed under the LSC plan.

This cooperative has outgrown the space provided in the Jefferson Public Library and is now in rented quarters near the library. It is proposed that LSCA funds will be used until it becomes stabilized.

Construction of new addition to the Jefferson Public Library is underway (LSCA Title II money) and will be occupied within the year. The bond issue passed by 89 per cent, a fact which testifies to the success, as viewed by local people, of the area service program.

Project C - \$17,658.00

1966-67  
3.0  
3.1

**Project D. Mason City Public Library Area Extension Program.**

The Mason City Public Library Area Extension Service serves 40 libraries in 13 counties. Six of the 13 counties have county-wide tax supported service through contracts with the County Board of Supervisors. Each library contributes 10% or \$200 which ever is greater to the cooperative.

The goal is complete coverage of the entire 13 counties with all libraries participating. Additional LSCA funds are required. The population currently served is approximately 135,000 with a potential of 330,000.

Reference, inter-library loan, and technical processing are centralized in the Mason City Public Library Area Extension office.

Current automated equipment for the preparation of book cataloges is being installed. Additional LSCA funds are necessary to complete this project.

Project D - \$102,535.00



Iowa  
1966-67  
S.O  
S.1

Project E. Seven Rivers Library System

The Iowa City Public Library is acting as the Administrative Center in the program of building up special subject collections in five "larger" libraries. This is a pilot project which may determine if such specialization is feasible on a state wide basis.

The libraries have agreed by mutual contract to spend a certain amount of local funds in their chosen subject field. This amount will be matched by federal funds to the extent of funds available.

Project E - \$71,466.00

Iowa  
1966-67  
5.0  
5.1

Project F. Keosaupe Library Development (Keosaupe Public Library)

Keosaupe Interstate System has been in existence since January 4, 1965. During the first six months of 1965 the consultant's time was spent in visiting all the libraries in four counties in Iowa and in visiting several libraries in Illinois. The purpose of these visits was to inform the trustees and librarians of the potentials in area wide library service.

Actual library services did not commence until October, 1965, with the first bookmobile run.

There are 13 active communities in Iowa participating in this system; four Illinois towns have availed themselves of these services.

Interstate Library services are a feasible method of providing library services on an improved basis.

Continued support from federal funds is essential until the system is well established in both Iowa and Illinois.

Project F - \$39,300.00



Iowa  
1966-67  
5.0  
5.1

Project G. Northwest Area Cooperative Library Service Program

The Iowa State Traveling Library has opened an office and processing center in Sheldon which is coordinating the work for the 17 participating libraries. The number of libraries involved is growing rapidly and the amount of local money turned over to the center should soon place it on a self supporting basis. In the meantime, federal funds will be used on a matching basis.

Project G - \$16,847.00

Title II  
P. L. - 3.0



Plan Section Number 3.0

State Iowa

Fiscal Year 1966-1967

### 3.0 Public library construction. Title II.

#### 3.1 Criteria, priorities and procedures.

The Iowa Construction Plan is designed to complement the state-wide Cooperative development plan under Title I. It is used as an incentive to draw libraries into the Title I plan and to improve services developing under Title I.

The purposes are three:

1. To create adequate physical ~~administrative~~ facilities for the Iowa State Traveling Library to develop adequate library service to the entire state;
2. To aid the cooperative library service centers to expand physical facilities to meet the continuing growth and to provide services required of them by the participating areas;
3. And, to improve physical facilities of libraries participating in cooperative library service programs.

The projects applied when approving purposes is based upon the priorities as follows:

1. State Library Building
2. Cooperative library service centers headquarters
3. Libraries participating in cooperative library service programs.

#### State Library Building

As the one library agency in the state which serves the entire population, adequate building is very essential. Space for shelving additional books is almost exhausted. Facilities for centralized technical processing are non-existent. Staff office space is crowded beyond the point of efficient work.

Plan Section Number 3.0

3.1

State Iowa

Fiscal Year 1966-1967

### Cooperative Library Service Centers

Second in importance to the State Library itself is the Cooperative Centers which are growing in the extent of areas participating, in the number of books and staff required, and fifty to one hundred percent increase in circulation and reference use.

### Libraries Participating in Cooperative Library Service Programs

The criteria for determining eligibility will be the local effort for the support of services as indicated by the tax millage, the population served, the availability of matching money, the acceptability of building plans as judged by Wheeler's "The Small Library Building".

Standards and Procedures are:

Construction will be defined as new buildings, new additions, and (c.) initial equipment for new buildings under Plan. Applications for remodeling will not be entertained.

Architect fees and cost of acquisition of land may be included.

Minimum expenditures for single projects shall total not less than 2000 square feet or \$50,000 whichever is greater.

The following formula for participating libraries in cooperatives will be applied:

### LSCA Construction Formula for Participating Libraries in Cooperatives as Adopted by the Iowa State Traveling Library Board, July 1, 1966

(1)	(2)	(3)	(4)
Population 1960 Census	Maximum Square Footage for Plan Participation	Maximum Building Cost for Plan Participation \$25 per Sq. Ft.	Based on 53% Federal Allotment Ratio
Under 2,500	2,000 to 3,000	\$ 50,000 to 75,000	\$ 26,500 to 39,750
2,500 to 5,000	3,000 to 3,500	75,000 to 87,500	39,750 to 46,375
5,000 to 10,000	3,500 to 7,000	87,500 to 175,000	46,375 to 92,750



(1)	(2)	(3)	(4)
Population 1960 Census	Maximum Square Footage for Plan Participation	Maximum Building Cost for Plan Participation \$25 per Sq. Ft.	Based on 53% Federal Allotment Ratio
10,000 to 25,000	7,000 to 15,000	\$175,000 to 375,000	\$ 92,750 to 198,750
25,000 to 50,000	15,000 to 30,000	375,000 to 750,000	198,750 to 311,367*
50,000 to 100,000	30,000 to 60,000	750,000 to 1,500,000	311,367*

Maximum Square Footage for Plan Participation is based on the square footage formula as stated in "Minimum Space Requirements" in Interim Standards for Small Public Libraries.

The Iowa State Traveling Library will base grants on a Maximum Building cost including land acquisition, land preparation, architectural fee, administration fee and equipment not to exceed \$25 per square foot.

\*The Maximum federal grant to any one project will not exceed 50% of the total fiscal year federal construction allotment to Iowa with exception of state library priority one which may use a total annual allotment.

Matching ratio to localities will not exceed the formula of the Library Services and Construction Act grant as allowed to Iowa to the extent of Federal funds made available.

Project construction contracts shall be signed within 18 months to two years of approval by the Iowa State Traveling Library Board. Projects in cities over 10,000 population would be allowed the longer time lapse with the exception of the State Library which could be 30 months.

### 3.2 Opportunity for State hearings.

The method and procedures to be followed in providing every local or other public agency whose application for funds under Title II is denied with the opportunity for a fair hearing before the State library administrative agency is as follows:

Upon the denial of construction applications the applicant will be notified by mail and offered the opportunity for a fair hearing before the State Library Administrative Agency. The date for the hearing will be set not later than one month from the denial.

Requests for hearings must be submitted in writing and the decision of the Iowa State Traveling Library Board is final.

\*Maximum federal grant to any one project will not in total exceed 50% of the total fiscal year federal construction allotment to Iowa with exception of state library priority one which may use a total annual allotment.

Plan Section Number 3.0  
3.3  
State Iowa  
Fiscal Year 1966-1967

3.3 Davis-Bacon Act and Contract Work Hours Standards Act.

Following are the procedures for assuring full compliance with the requirements that all laborers and mechanics employed by contractors or subcontractors on all construction projects shall be paid at not less than prevailing rates as determined by the Secretary of Labor in accordance with the contract Work Hours Standards Act, and that contractors and subcontractors will comply with the provisions of 29 CFR part 3 and abide by the contract clauses required by 29 CFR 5.5(a) and (c).

Local Applicants will be required to state their plans for compliance with Sections 203(a) (1) of the Library Services and Construction Act. Local contractors will be required to include statements in specifications which assure full compliance with the requirement that all laborers and mechanics employed by contractors or subcontractors on all construction projects assisted under the Act shall be paid wages at rates not less than those determined by the Secretary of Labor to be prevailing on similar construction in the locality in accordance with the Davis-Bacon Act, as amended, and shall receive overtime compensation in accordance with the Contract Work Hours Standards Act and contractors and subcontractors will comply with the provisions of 29 CFR part 3 and abide by the contract clauses required by 29 CFR 5.5(a) and (c). In the event of any violation of the required labor standards, the Iowa State Traveling Library shall have the authority to withhold funds and to take other appropriate action to secure restitution and/or liquidated damages as provided for in 29 CFR part 5.

State construction jobs have always required Performance Bonds of the contractor which cover the above labor regulations. Also a labor relations man is hired to review weekly payrolls submitted by the contractor and to perform on-site inspections to assure compliance with all applicable labor standards. Upon evidence of any failure to comply, a report of the violation and required restitution will be submitted to the Iowa State Traveling Library.



Plan Section Number 3.0

3.4

State Iowa

Fiscal Year 1966-1967

3.4 Reallocation.

If after allocation of funds in any fiscal year, any additional funds remain, the same shall be allocated as follows:

To any applicant who is overmatched with local funds, the same shall be eligible for additional allocations on a one for one basis up to total combined cost of building and furnishings but in no event shall the total combined allocation be more than 50% of the total fiscal year federal construction allotment.

Whenever such additional allotments are made and the total funds are not sufficient for a one for one in all cases eligible, then the additional allotments will be prorated on a percentage ratio to the 53% grant.

Title III  
Cooperation - 4.0

LSCA

Plan Section Number 4.0

State Iowa

Fiscal Year 1966-1967

4.0 Inter library cooperation - Title III

No plan submitted at this time.



Title IV A  
Institutional - 5.0

LSCA

Plan Section Number 5.0

State Iowa

Fiscal Year 1966-1967

**5.0 State Institutional library services - Title IV, Part 4.**

No plan submitted at this time.





Plan Section Number 6.0

State Ill.

Fiscal Year 1966-1967

**6.0 Library Services to the physically handicapped - Title IV, Part B.**

No plan submitted at this time.



Plan Section Number 7.0State IowaFiscal Year 1966-1967**7.0 Legal Authority.**

Laws, citations thereto, and/or interpretations thereof relevant to the State plan provisions and other pertinent materials, not set forth in the body of the plan or plan amendment shall be included as a part of the State plan.

(Laws are cited and (or) attached in the appropriate part of the Plan)




Certification  
8.0

Plan Section Number 8.0State IowaFiscal Year 1966-1967**8.0 Suggested certification forms.****8.1 Certification of State plan (or amendments thereto) by official of the State agency authorized to submit the State plan.**

State of Iowa. I hereby certify that the  
attached State plan (or amendment) was duly adopted by the  
State agency on December 22, 1966, and will constitute  
(Date)  
the basis for participation of the State of Iowa  
under the Library Services and Construction Act, as amended.

December 22, 1966  
(Date)

  
(Signature)

Director  
(Title of authorized State  
agency official)

MAR - 3 1967

LSCA

Plan Section Number 8.08.2State IowaFiscal Year 1966-67

**8.2 Certification by State Attorney General or other official designated in accordance with State law to advise the State agency on legal matters (to accompany original plan).**

State of Iowa. I hereby certify that  
Iowa State Traveling Library, the State agency named in  
(Name of agency)

the plan, is the sole State agency for administration of the plan  
or for supervision of the administration of the plan; and that  
such State agency has authority under State law to develop, submit,  
and administer or supervise the administration of the plan; that  
the official title of the officer authorized to submit the State  
plan is Ernestine Grafton, Director; that the State treasurer  
or \_\_\_\_\_, has authority  
(Title of officer other than State treasurer)

under State law to receive, hold and disburse Federal funds under  
the State plan; and that all provisions contained in the plan are  
consistent with State law and that all copies of laws, citations  
to pertinent laws, and interpretations thereof relative thereto  
are included in the plan and are correct.

March 8, 1967 Richard C. Turner  
(Date) (Signature)

Attorney General  
(Title)



Matching

Budget of Contracting Center Library  
as a Basis for Matching Federal Funds  
in the  
Eastern Iowa Cooperative Library  
Service Program

Name of Library - Cedar Falls Public

FUNDS BY SOURCE FOR PERIOD July 1, 66 - June 30, 67

1. Center Operating Funds \$78,037  
Payments from Cooperatives \$20,245.64  
Total Local \$98,282.64  
Federal Matching 60,471.00  
(Leave Vacant)  
Grand Total 158,753.64  
(Leave Vacant)

2. Participating Libraries

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		Total
		Town Funds	County Funds	
( 1 ) <u>Arlington</u>	<u>\$2000</u>	<u>\$300</u>		<u>\$300</u>
( 2 ) <u>Arlington</u>	<u>1078</u>	<u>113</u>	<u>\$87.00</u>	<u>200</u>
( 3 ) <u>Clarksville</u>	<u>1300</u>	<u>200</u>		<u>200</u>
( 4 ) <u>Clermont</u>	<u>875</u>	<u>117.50</u>	<u>82.50</u>	<u>200</u>
( 5 ) <u>Denver</u>	<u>6000</u>	<u>600</u>	<u>255.00</u>	<u>855</u>
( 6 ) <u>Dunkerton</u>	<u>800</u>	<u>200</u>		<u>200</u>
( 7 ) <u>Edgewood</u>	<u>1300</u>	<u>140</u>	<u>60.00</u>	<u>200</u>
( 8 ) <u>Elgin</u>	<u>1483</u>	<u>127.50</u>	<u>94.95</u>	<u>222.45</u>
( 9 ) <u>Elkader</u>	<u>2600</u>	<u>195</u>	<u>195</u>	<u>390</u>
(10) <u>Fairbank</u>	<u>1072</u>	<u>200</u>		<u>200</u>
(11) <u>Fayette</u>	<u>4515</u>	<u>541.50</u>	<u>135.82</u>	<u>677.32</u>
(12) <u>Garnaville</u>	<u>2500</u>	<u>180</u>	<u>195</u>	<u>375</u>
(13) <u>Guttenberg</u>	<u>2700</u>	<u>204.75</u>	<u>195</u>	<u>399.75</u>
(14) <u>Hawkeye</u>	<u>1614</u>	<u>159</u>	<u>83.11</u>	<u>242.11</u>
(15) <u>Hazleton</u>	<u>400</u>	<u>200</u>		<u>200</u>
(16) <u>Hudson</u>	<u>2750</u>	<u>412.50</u>		<u>412.50</u>
(17) <u>Janesville</u>	<u>1300</u>	<u>155.00</u>	<u>45.00</u>	<u>200</u>
(18) <u>Jesup</u>	<u>2679</u>	<u>326.94</u>		<u>326.94</u>
(19) <u>La Porte City</u>	<u>3200</u>	<u>480</u>		<u>480</u>
(20) <u>McGregor</u>	<u>2800</u>	<u>255</u>	<u>165</u>	<u>420</u>

Library - Cedar Falls Public

	Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
			Town Funds	County Funds	Total
(21)	Maynard	800	110	90	200
(22)	Mohona	3495	328.64	195.62	524.26
(23)	New Hartford	524	200		200
(24)	Readlyn	3400	432.45	60	492.45
(25)	Shell Rock	2102	315.36		315.36
(26)	Sumner	6200	600	225	825
(27)	Tripoli	5800	645	225	870
(28)	Vadona	604	120.53	79.47	200
(29)	Wellsburg	2000	300		300
(30)	Westgate	1300	125	75	200
(31)	Winthrop	900	200		200
(32)	Oelwein	26150	3727.50	420	4147.50
(33)	Waverly	27671	3712.50	435	4147.50
(34)	West Union	6150	750	172.50	922.50
(35)					
(36)					
(37)					
(38)					
(39)					
(40)					

Totals \$130,062 \$16,674.67 \$3,570.97 \$20,245.64

3. Participating Counties

	Total Annual Appropriations	Payments from Cooperative Counties Exclusive of Funds Paid to Individual Libraries
(1)	Bremer	\$8,300
(2)	Clayton	6,700
(3)	Payette	7,500
(4)		
(5)		

Totals \$22,500



page 3

Library - **Cedar Falls Public**

FUNDS UNDER STATE PLAN BUDGETED BY CATEGORY OR EXPENDITURE:

Total Funds	Salaries and Wages	Purchase of Books and Materials	Purchase of Equipment	All Other Operating Expenses	
<u>\$78,037</u>	<u>\$57,265</u>	<u>\$11,530</u>	<u>\$1,000</u>	<u>\$8,242</u>	Center Funds
				5% for Supplies	
<u>\$20,245.64</u>		<u>\$19,233.36</u>		<u>1,012.28</u>	Cooperative Payments
<u>\$98,282.64</u>	<u>\$57,265</u>	<u>\$30,763.36</u>	<u>\$1,000</u>	<u>\$9,254.28</u>	Total Local
					Federal Matching (Leave Vacant)
<u>60,471.00</u>	<u>25,000</u>	<u>21,000.00</u>	<u>2,500</u>	<u>11,971.00</u>	
<u>158,753.64</u>	<u>82,265.00</u>	<u>51,763.36</u>	<u>3,500.</u>	<u>21,225.28</u>	Grand Total (Leave Vacant)

Martin S. Miller  
Chairman, Board of Trustees

Lorne Dunk  
Librarian

January 25, 1967  
Date March 21, 1966

Fill in and return to  
Iowa State Traveling Library  
Historical Building  
Des Moines, Iowa 50319

by \_\_\_\_\_

Budget of Contracting Center Library  
as a Basis for Matching Federal Funds  
in the

Massachusetts Cooperative Library  
Service Program

Name of Library - Jefferson Public Library

FUNDS BY SOURCE FOR PERIOD July 1, 66 - June 30, 67

1. Center Operating Funds 17,000.  
Payments from Cooperatives 9,591.  
Total Local 26,591.  
Federal Matching 17,658.00  
(Leave Vacant)  
Grand Total 44,249.00  
(Leave Vacant)

2. Participating Libraries

Name of Library	Total Annual Budgets	Town Funds	County Funds	Payments from Cooperative Libraries	Total
(1) <u>Bayard</u>	<u>2244.</u>	<u>219.</u>	<u>116.</u>		<u>335.</u>
(2) <u>Cass</u>	<u>1253.</u>	<u>80.</u>	<u>120.</u>		<u>200.</u>
(3) <u>Chardon</u>	<u>1870.</u>	<u>225.</u>	<u>55.</u>		<u>280.</u>
(4) <u>East Weymouth</u>	<u>6000.</u>	<u>600.</u>	<u>400.</u>		<u>1000.</u>
(5) <u>Fairhaven</u>	<u>880.</u>	<u>23.</u>	<u>147.</u>		<u>200.</u>
(6) <u>Gloucester</u>	<u>3967.</u>	<u>195.</u>	<u>400.</u>		<u>595.</u>
(7) <u>Grand Junction</u>	<u>2714.</u>	<u>336.</u>	<u>71.</u>		<u>407.</u>
(8) <u>North Easton</u>	<u>6174.</u>	<u>790.</u>	<u>131.</u>		<u>921.</u>
(9) <u>Quincy</u>	<u>1000.</u>	<u>90.</u>	<u>120.</u>		<u>200.</u>
(10) <u>Rock City</u>	<u>7520.</u>	<u>933.</u>	<u>195.</u>		<u>1128.</u>
(11) <u>Shelburne</u>	<u>2350.</u>	<u>240.</u>	<u>112.</u>		<u>352.</u>
(12) <u>Weymouth</u>	<u>4667.</u>	<u>300.</u>	<u>400.</u>		<u>700.</u>
(13) <u>Weymouth</u>	<u>1688.</u>	<u>150.</u>	<u>103.</u>		<u>253.</u>
(14) <u>Weymouth</u>	<u>4900.</u>	<u>325.</u>	<u>210.</u>		<u>735.</u>
(15) <u>Weymouth</u>	<u>2400.</u>	<u>180.</u>	<u>150.</u>		<u>330.</u>
(16) <u>Weymouth</u>	<u>2483.</u>	<u>309.</u>	<u>63.</u>		<u>372.</u>
(17) <u>Weymouth</u>	<u>749.</u>	<u>48.</u>	<u>152.</u>		<u>200.</u>
(18) <u>Weymouth</u>	<u>1510.</u>	<u>100.</u>	<u>23.</u>		<u>226.</u>
(19) <u>Weymouth</u>	<u>2866.</u>	<u>145.</u>	<u>87.</u>		<u>472.</u>
(20) <u>Weymouth</u>	<u>4170.</u>	<u>540.</u>	<u>185.</u>		<u>725.</u>

page 2

Library -

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
		Town Funds	County Funds	Total
(21)				
(22)				
(23)				
(24)				
(25)				
(26)				
(27)				
(28)				
(29)				
(30)				
(31)				
(32)				
(33)				
(34)				
(35)				
(36)				
(37)				
(38)				
(39)				
(40)				

Totals 62,671.00 6,351.00 3,240.00 9591.00

3. Participating Counties

	Total Annual Appropriations	Payments from Cooperative Counties Exclusive of Funds Paid to Individual Libraries
(1) <u>Greene</u>	<u>5,000.</u>	
(2) <u>Buttontown</u>	<u>6,600.</u>	
(3) <u>Beggs (Bogey only)</u>	<u>1,400.</u>	
(4) <u>Calhoun (Lathamville, Pleasant, Bogey)</u>	<u>3,244.</u>	
(5) <u>Cassell (Cory Bogey, Bladen, Manning)</u>	<u>8,000.</u>	

Totals 24,244



page 3

Library -

FUNDS UNDER STATE PLAN BUDGETED BY CATEGORY OR EXPENDITURE:

Total Funds	Salaries and Wages	Purchase of Books and Materials	Purchase of Equipment	All Other Operating Expenses	
<u>17,000.00</u>	<u>9,100.00</u>	<u>6,400.00</u>		<u>1,500.00</u>	Center Funds
<u>9,591.00</u>		<u>9,591.00</u>			Cooperative Payments
<u>26,591.00</u>	<u>9,100.00</u>	<u>15,991.00</u>		<u>1,500.00</u>	Total Local
<u>17,658.00</u>	<u>8,500.00</u>	<u>5,658.00</u>	<u>500.00</u>	<u>3,000.00</u>	Federal Matching (Leave Vacant)
<u>44,249.00</u>	<u>17,600.00</u>	<u>21,649.00</u>	<u>500.00</u>	<u>4,500.00</u>	Grand Total (Leave Vacant)

W. H. Thomas  
Chairman, Board of Trustees

Lena Savak  
Librarian

January 25, 1967  
Date March 18, 1966

Fill in and return to  
Iowa State Traveling Library  
Historical Building  
Des Moines, Iowa 50319

by MAR 23 '66

1966 MAR 23 1966

Budget of Contracting Center Library  
as a Basis for Matching Federal Funds  
in the  
Mason City Public Cooperative Library  
Service Program

Name of Library -

FUNDS BY SOURCE FOR PERIOD                      66                      67  
July 1, ~~65~~ - June 30, ~~66~~

1. Center Operating Funds	\$142,595.00
Payments from Cooperatives	27,802.00
Total Local	170,397.90
Federal Matching (Leave Vacant)	102,535.00
Grand Total (Leave Vacant)	272,932.90

2. Participating Libraries

	Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		Total
			Town Funds	County Funds	
( 1 )	Mason City Public	\$142,595.00	\$121,395.00	\$11,000.00	\$
( 2 )	Alden	1,000.00	277.38		277.38
( 3 )	Alexander	1,840.00	102.90	458.60	561.50
( 4 )	Bonsroft	2,730.00	500.00		500.00
( 5 )	Belmond	9,815.00	877.10		877.10
( 6 )	Buffalo Center	2,370.00	399.00		399.00
( 7 )	Clarion	10,090.00	1,131.20		1,131.20
( 8 )	Clear Lake	19,000.00	2,155.30		2,155.30
( 9 )	Corwith	1,060.00	200.00		200.00
( 10 )	Dows	2,541.32	308.70	234.32	543.02
( 11 )	Eagle Grove	15,200.00	2,190.50		2,190.50
( 12 )	Ellsworth	1,600.00	200.00		200.00
( 13 )	Grafton	1,170.00	95.55	278.60	374.15
( 14 )	Hampton	23,584.70	1,575.35	1,617.90	3,193.25
( 15 )	Hanlontown	1,200.00	67.55	278.60	346.15
( 16 )	Iowa Falls	27,800.00	1,947.75		1,947.75
( 17 )	Joice	1,531.00	80.85	278.60	359.45
( 18 )	Kanawha	1,833.00	367.50		367.50
( 19 )	LuVerne	440.00	200.00		200.00
( 20 )	Manly	3,400.00	498.75	557.20	1,055.95



Library -

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
		Town Funds	County Funds	Total
(21) Marble Rock	\$ 950.00	221.00		\$ 221.00
(22) Meservey	1,000.00	115.85		115.85
(23) Nora Springs	2,903.00	446.25		446.25
(24) Northwood	4,948.00	618.80	557.20	1,176.00
(25) Osage	12,576.00	1,313.55	1,038.45	2,352.00
(26) Radcliffe	1,616.00	307.50		307.50
(27) Rake	1,000.00	200.00		200.00
(28) Renwick	1,500.00	200.00		200.00
(29) Riceville	3,558.00	314.30	519.85	833.35
(30) Rockford	2,400.00	470.50		470.50
(31) Rockwell	1,500.00	270.20		270.20
(32) Rowan	655.00	200.00		200.00
(33) Rudd	775.00	218.00		218.00
(34) St. Ansgar	4,218.00	354.90	1,038.45	1,393.35
(35) Sheffield	3,046.64	404.60	468.64	873.24
(36) Steamboat Rock	1,579.00	213.00		213.00
(37) Stratford	1,000.00	246.05		246.05
(38) Thornton	1,800.00	157.15		157.15
(39) Titonka	2,982.00	226.45		226.45
(40) West Bend	1,300.00	318.50		318.50
Whittemore	2,350.00	259.35		259.35
Weldon	875.00	200.00		200.00
Totals	\$331,252.30	\$152,062.25	\$18,335.65	

3. Participating Counties

	Total Annual Appropriations	Payments from Cooperative Counties
		Exclusive of Funds Paid to Individual Libraries
(1) Franklin County	10,596.30	*See Alexander, Dows, Hampton
(2)		Sheffield
(3) Mitchell County		*See Osage, Riceville,
(4)		St. Ansgar
(5) Worth		*See Manly, Grafton, Hamletown
		Joice, Northwood
Totals	10,596.30	



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Library -

FUNDS UNDER STATE PLAN BUDGETED BY CATEGORY OR EXPENDITURE:

Total Funds	Salaries and Wages	Purchase of Books and Materials	Purchase of Equipment	All Other Operating Expenses	
<u>142,595.00</u>	<u>76,768.00</u>	<u>20,000.00</u>		<u>45,827.00</u>	Center Funds
<u>27,802.90</u>		<u>27,802.90</u>			Cooperative Payments
<u>170,397.90</u>	<u>76,768.00</u>	<u>47,802.90</u>		<u>45,827.00</u>	Total Local
<u>102,535.00</u>	<u>29,500.00</u>	<u>46,535</u> <u>61,535.00</u>		<u>26,500</u> <u>-11,500.00</u>	Federal Matching (Leave Vacant)
<u>272,932.90</u>	<u>106,268.00</u>	<u>94,337.90</u> <u>109,337.90</u>		<u>72,327.00</u> <u>37,327.00</u>	Grand Total (Leave Vacant)

Catherine Stueland  
Chairman, Board of Trustees

Ray Smith  
Librarian

January 25, 1967  
Date March 23, 1966

Fill in and return to  
Iowa State Traveling Library  
Historical Building  
Des Moines, Iowa 50319

by MAR 23 '66

WED MAR 23 1966

Budget of Contracting Center Library  
as a Basis for Matching Federal Funds  
in the  
Seven Rivers Cooperative Library  
Service Program

Name of Library - Iowa City Public Library

FUNDS BY SOURCE FOR PERIOD                      1966                      1967  
   July 1, 1965 - June 30, 1966

1. Center Operating Funds \$118,515.00

    Payments from Cooperatives \$7,217.91

    Total Local \$125,732.91

    Federal Matching \$71,466.00  
        (Leave Vacant)

    Grand Total \$197,198.91  
        (Leave Vacant)

2. Participating Libraries

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
		Town Funds	County Funds	Total
( 1) Iowa City Public	\$118,515.00			
( 2) Blainstown Public	3,288.00	\$234.30	\$258.98	\$493.28
( 3) Brooklyn Public	4,000.00		600.00	600.00
( 4) Grinnell (Stewart)	21,780.00	3,267.00		3,267.00
( 5) Marengo Public	5,000.00	750.00		750.00
( 6) Monticello Public	7,991.00	1,198.65		1,198.65
( 7) Van Horne Public	2,126.50	200.00	258.98	458.98
( 8) Victor Public	3,000.00	345.00	105.00	450.00
( 9)				
(10)				
(11)				
(12)				
(13)				
(14)				
(15)				
(16)				
(17)				
(18)				
(19)				
(20)				



page 2

Library -

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
		Town Funds	County Funds	Total
(21)				
(22)				
(23)				
(24)				
(25)				
(26)				
(27)				
(28)				
(29)				
(30)				
(31)				
(32)				
(33)				
(34)				
(35)				
(36)				
(37)				
(38)				
(39)				
(40)				
Totals	\$165,700.50	\$5,994.95	\$1,222.96	\$7,217.91

3. Participating Counties

	Total Annual Appropriations	Payments from Cooperative Counties Exclusive of Funds Paid to Individual Libraries
(1) Benton County		\$5,000.00
(2)		
(3)		
(4)		
(5)		
Totals		\$5,000.00



page 3

Library -

FUNDS UNDER STATE PLAN BUDGETED BY CATEGORY OR EXPENDITURE:

Total Funds	Salaries and Wages	Purchase of Books and Materials	Purchase of Equipment	All Other Operating Expenses	
\$118,515.00	\$73,375.00	\$25,000.00	\$600.00	\$19,540.00	Center Funds
7,217.91		6,857.02		360.89	Cooperative Payments
\$125,732.91	\$73,375.00	\$31,857.02	\$600.00	\$19,900.89	Total Local
71,466.00	24,380.00	40,401.00	485.00	6,200.00	Federal Matching (Leave Vacant)
197,198.91	97,755.00	72,258.02	1,085.00	26,100.89	Grand Total (Leave Vacant)

William M. Tucker  
Chairman, Board of Trustees

Lillian H. Helm  
Librarian

January 25, 1967 .  
Date March 23, 1966

Fill in and return to  
Iowa State Traveling Library  
Historical Building  
Des Moines, Iowa 50319

by MAR 23 '66

Budget of Contracting Center Library  
as a Basis for Matching Federal Funds  
in the  
Keosauqui Library Development Cooperative Library  
Service Program

Name of Library - **Keokuk Public Library**

FUNDS BY SOURCE FOR PERIOD July 1, 66 - June 30, 67

1. Center Operating Funds	36,280.00
Payments from Cooperatives	7,356.00
Total Local	43,636.00
Federal Matching (Leave Vacant)	39,300.00
Grand Total (Leave Vacant)	82,936.00

2. Participating Libraries

	Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		Total
			Town Funds	County Funds	
( 1 )	Birmingham	568	\$ 100.		
( 2 )	Bonsaparte	641	100.		
( 3 )	Danvers	800	200.		
( 4 )	Farmington	417	100.		
( 5 )	Port Madison	49,478	3100.		
( 6 )	Hillsboro	440	100.		
( 7 )	Keokuk	45,943	2500.		
( 8 )	Keosauqua	2,046	306.		
( 9 )	Montrose	845	100.		
(10)	Madison	8,318	430.		
(11)	Salem	922	100.		
(12)	Stockport	300	100.		
(13)	West Point	876	100.		
(14)					
(15)					
(16)					
(17)					
(18)					
(19)					
(20)					



page 2

Library -

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
		Town Funds	County Funds	Total
(21)				
(22)				
(23)				
(24)				
(25)				
(26)				
(27)				
(28)				
(29)				
(30)				
(31)				
(32)				
(33)				
(34)				
(35)				
(36)				
(37)				
(38)				
(39)				
(40)				
Totals	111,794.00	7,356.00		

3. Participating Counties

	Total Annual Appropriations	Payments from Cooperative Counties Exclusive of Funds Paid to Individual Libraries
(1)		
(2)		
(3)		
(4)		
(5)		
Totals		



page 3

Library -

FUNDS UNDER STATE PLAN BUDGETED BY CATEGORY OR EXPENDITURE:

Total Funds	Salaries and Wages	Purchase of Books and Materials	Purchase of Equipment	All Other Operating Expenses	
<u>36,280.00</u>	<u>18,200.00</u>	<u>6,422.00</u>	<u>1,039.00</u>	<u>10,619.00</u>	Center Funds
<u>7,356.00</u>		<u>7,356.00</u>			Cooperative Payments
<u>43,636.00</u>	<u>18,200.00</u>	<u>13,778.00</u>	<u>1,039.00</u>	<u>10,619.00</u>	Total Local
<u>39,300.00</u>	<u>14,000.00</u>	<u>10,000.00</u>	<u>2,000.00</u>	<u>13,300.00</u>	Federal Matching (Leave Vacant)
<u>82,936.00</u>	<u>32,200.00</u>	<u>23,778.00</u>	<u>3,039.00</u>	<u>23,919.00</u>	Grand Total (Leave Vacant)

William L. Talbot  
Chairman, Board of Trustees

Doris C. Foley  
Librarian

Date January 25, 1967

Fill in and return to  
Iowa State Traveling Library  
Historical Building  
Des Moines, Iowa 50319

by \_\_\_\_\_

Budget of Contracting Center Library  
as a Basis for Matching Federal Funds  
in the  
NORTHWEST AREA Cooperative Library  
Service Program

Name of Library -

FUNDS BY SOURCE FOR PERIOD July 1, 1966 - June 30, 1967

1. Center Operating Funds \_\_\_\_\_

Payments from Cooperatives \_\_\_\_\_ \$14,596.00

Total Local \_\_\_\_\_ ~~\$116,907.00~~ \$14,596.00

Federal Matching \_\_\_\_\_ 16,847.00  
(Leave Vacant)

Grand Total \_\_\_\_\_ 31,443.00  
(Leave Vacant)

2. Participating Libraries

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
		Town Funds	County Funds	Total
( 1) Alton	\$ 5527.06	\$ 415.00	\$ 415.00	\$ 830.00
( 2) Ashton	2478.84	100.00	100.00	200.00
( 3) Boyden	3843.27	285.00	285.00	570.00
( 4) Hawarden	8726.64	654.00	655.00	1309.00
( 5) Hull	7220.00	250.00	250.00	500.00
( 6) Kingsley	2000.00	200.00		200.00
( 7) Marcus	5454.00	900.00		900.00
( 8) Melvin	1093.00	100.00	100.00	200.00
( 9) Ocheyeden	3191.58	239.00	239.00	478.00
(10) Orange City	10800.00	810.00	810.00	1620.00
(11) Paullina	5569.24	450.00	450.00	900.00
(12) Primghar	4074.86	500.00	500.00	1000.00
(13) Remsen	2000.00	450.00		450.00
(14) Rock Valley	4534.69	340.00	340.00	680.00
(15) Sanborn	7723.03	579.00	579.00	1158.00
(16) Sheldon	24268.39	3500.00	500.00	4000.00
(17) Sioux Center	12653.25	1000.00	1000.00	2000.00
(18) Sutherland	4750.00	300.00	300.00	600.00
(19)				
(20)				



page 2

Library -

Name of Library	Total Annual Budgets	Payments from Cooperative Libraries		
		Town Funds	County Funds	Total
(21)				
(22)				
(23)				
(24)				
(25)				
(26)				
(27)				
(28)				
(29)				
(30)				
(31)				
(32)				
(33)				
(34)				
(35)				
(36)				
(37)				
(38)				
(39)				
(40)				
Totals	\$116,907.85	\$11,072 <del>\$8073.00</del>	\$6523.00	\$17,595 <del>\$14,596.00</del>

3. Participating Counties

	Total Annual Appropriations	Payments from Cooperative Counties Exclusive of Funds Paid to Individual Libraries
(1)		
(2)		
(3)		
(4)		
(5)		
Totals		



page 3

Library -

FUNDS UNDER STATE PLAN BUDGETED BY CATEGORY OR EXPENDITURE:

Total Funds	Salaries and Wages	Purchase of Books and Materials	Purchase of Equipment	All Other Operating Expenses	
					Center Funds
<u>\$14,596.00</u>	<u>\$800.00</u>	<u>\$11,500.00</u>	<u>\$300.00</u>	<u>\$1996.00</u>	Cooperative Payments
\$14,596.00					
<u><del>\$116,907.85</del></u>	<u>\$800.00</u>	<u>\$11,500.00</u>	<u>\$300.00</u>	<u>\$1996.00</u>	Total Local
16,847.00		14,447.00	300.00	2100.00	Federal Matching (Leave Vacant)
31,443.00	800.00	25,947.00	600.00	4096.00	Grand Total (Leave Vacant)

Bruce A. Tanner  
Chairman, Board of Trustees

Bruce A. Tanner  
Librarian  
File Consultant

January 25, 1967  
Date March 18, 1966

Fill in and return to  
Iowa State Traveling Library  
Historical Building  
Des Moines, Iowa 50319

by MAR 23 '66

Pending

Plan Section Number 1.0State IowaFiscal Year 1966-1967**1.0 General provisions.****1.1 State agency.****1.11 Name of State agency.**

Iowa State Traveling Library (Code Section 303.16 - 303.17)\*

**1.12 Official title of officer.**

Director, Iowa State Traveling Library (Code Section 303.18(10), 303.21, and 303.22)\*

**1.13 Authority to administer and supervise.**

Following is a statement (with pertinent State laws attached and (or) cited) of the legal authority of the Iowa State Traveling Library to carry out the Iowa State Plan in toto:

- (a) Authority to receive and spend the Federal grant for Title I - Title IV:

Code Section 303.19\*

- (b) Authority to extend and develop public library services throughout the State, and to carry out the program provided by the State Plan - Title I - II:

Code Section 303.18\*

- (c) Authority to develop library service for the handicapped, State departments, State institutions and State and local institutions other than public libraries - Title IV:

Code Section 303.18(8), 269, 271, 93, 281, 218\*

- (d) Authority to develop and extend public library service across state lines - Title I - IV:

Code Section 303.24\* - 303.27\*

\*See attached Code of Iowa, 1966



Plan Section Number 1.01.13State IowaFiscal Year 1966-1967

## (e) Appropriation of State funds available for expenditure under the Plan - Title I - IV:

Chapter 1\*\*, Chapter 7\*\*, Chapter 6\*\*, Chapter 1\*\*

1. Appropriation for salaries of watchmen, maintenance and elevator operator. Blue tagged Sec. 11. 1966-67, \$5,391. (Title I & III)
2. Appropriation for watchmen, window washing, trash pick-up, electrical, carpenter, plumbing, repairs, redecorating. Yellow tagged Sec. 20. 1966-67, \$945. (Title I & III)
3. Appropriation to the Iowa State Traveling Library. Red tagged Sec. 47. 1966-67, \$119,690. (Title I & III)
4. Appropriation to Board of Control for institutional book and library services. Wine tagged Chapter 7, Sec. 1. \$64,000. (Title IV)
5. Appropriation to Board of Regents for certain institutional book and library services. Yellow spot tagged Chapter 6, Sec. 1. (Title IV)
6. Appropriation to Commission for the Blind for book and library services. Blue spot tagged Chapter 1, Sec. 24. 1966-67, (Title III - IV)

## (f) Authority of local agencies to administer and state agency to supervise local administration (Title I, III &amp; IV)

Plans will be administered by the Iowa State Traveling Library and its field offices and (or) its cooperative centers which will coordinate cooperative programs through contracts with local libraries which wish to participate.

Code Section 378.11 gives local authority for such contracts.\*

Code Section 303.18(2) & (4) and 303.18(8) give state authority for contracts with local agencies.

\*\*See attached Laws of Sixty-first General Assembly, 1965

Figures for items 5 and 6 are in preparation by appropriate agencies and must of necessity be forwarded later.

## CHAPTER 6

BOARD OF REGENTS APPROPRIATION

H. F. 693

AN ACT to appropriate from the general fund of the state for the biennium beginning July 1, 1965, and ending June 30, 1967, funds for the central office of the board of regents.

*Be It Enacted by the General Assembly of the State of Iowa:*

1 SECTION 1. There is hereby appropriated for the central office of  
2 the state board of regents from the general fund of the state for each  
3 year of the biennium beginning July 1, 1965, and ending June 30, 1967,  
4 the sum of one hundred six thousand five hundred fifty dollars (\$106,-  
5 550.00), or so much thereof as may be necessary, to be used in the fol-  
6 lowing manner:

7 For salaries, support, maintenance, equipment and mis-  
8 cellaneous purposes (including board members receiving a  
9 per diem of thirty (30) dollars per day) ..... \$102,550.00  
10 For joint statewide survey on educational TV ..... 4,000.00

11 Grand total of all appropriations for all purposes for  
12 each year of the biennium for the central office of the board  
13 of regents ..... \$106,550.00

1 SEC. 2. Chapter eight (8), Code 1962, shall apply to this Act  
2 except that employees whose salaries are provided herein shall not  
3 come under the division of personnel under section eight point five  
4 (8.5) of the Code.

Approved June 7, 1965.

## CHAPTER 7

BOARD OF CONTROL CENTRAL OFFICE

S. F. 628

AN ACT to appropriate from the general fund of the state for the biennium beginning July 1, 1965, and ending June 30, 1967, funds for the central office of the board of control.

*Be It Enacted by the General Assembly of the State of Iowa:*

1 SECTION 1. There is hereby appropriated for the board of control  
2 from the general fund of the state for each year of the biennium be-  
3 ginning July 1, 1965, and ending June 30, 1967, the sum of eight  
4 hundred fifty-nine thousand seventy dollars (\$859,070.00), or so much  
5 thereof as may be necessary to be used in the following manner:

6 For salaries of board members (three (3) at twelve  
7 thousand dollars (\$12,000.00) each) ..... \$ 36,000.00  
8 For other salaries ..... 656,320.00  
9 For support, maintenance and miscellaneous purposes .... 136,750.00  
10 For mental retardation planning:  
11 For salaries ..... \$25,000.00



63	For support, maintenance and miscellaneous pur-	
64	poses .....	\$ 8,000.00
65	Total for the division of safety education .....	\$ 71,000.00
66	Grand total of all appropriations for all purposes for	
67	each year of the biennium for the department of public	
68	safety and all divisions thereof .....	\$ 6,636,165.00

## DIRECT EDUCATIONAL AID

## BLIND, IOWA COMMISSION FOR THE

1	SEC. 54. For the office of the commission for the blind there is	
2	hereby appropriated from the general fund of the state for each year	
3	of the biennium beginning July 1, 1965, and ending June 30, 1967,	
4	the sum of two hundred ninety thousand dollars (\$290,000.00), or so	
5	much thereof as may be necessary to be used in the following man-	
6	ner:	
7	For salary of director .....	\$ 12,000.00
8	For other salaries .....	185,583.00
9	For support, maintenance and miscellaneous pur-	
10	poses .....	92,417.00
11	Grand total of all appropriations for all purposes for	
12	each year of the biennium for the office of the commis-	
13	sion for the blind .....	\$ 290,000.00

## PUBLIC INSTRUCTION, DEPARTMENT OF

1 SEC. 55. For the department of public instruction there is hereby  
 2 appropriated from the general fund of the state for each year of the  
 3 biennium beginning July 1, 1965, and ending June 30, 1967, the sum  
 4 of seven hundred thousand dollars (\$700,000.00), or so much thereof  
 5 as may be necessary to be used in the following manner:

## VOCATIONAL REHABILITATION

7	For salaries, support, maintenance and miscellane-	
8	ous purposes .....	\$ 700,000.00
9	Grand total of all appropriations for all purposes for	
10	each year of the biennium for the department of public	
11	instruction provided by this section .....	\$ 700,000.00

SOLDIERS' BONUS BOARD.  
WORLD WAR ORPHANS' EDUCATION AID

1 SEC. 56. For the Iowa soldiers' bonus board there is hereby ap-  
 2 propriated from the general fund of the state for each year of the  
 3 biennium beginning July 1, 1965, and ending June 30, 1967, the sum  
 4 of fifty thousand dollars (\$50,000.00), or so much thereof as may be  
 5 necessary to be used in the following manner:



Plan Section Number 4.0State IowaFiscal Year 1966-1967

#### 4.0 Interlibrary cooperation - Title III

- 4.1 Policies and objectives will be coordination of existing resources available in the various types of libraries and special information centers serving restricted areas, governmental or geographical, with a view to future state-wide coordination of these resources which would provide improved services of a supplemental nature on a state-wide basis. It would be directed toward pooling information in central information centers.

To the extent of federal funds available typical activities to be undertaken immediately would be research study on the feasibility of a single center for indexing local newspapers to avoid present extensive, costly and inefficient duplication and present failure to make use of computer equipment available in certain area vocational schools; study of centralized technical processes; study of reference resources; and identification of special subject collections.

Exploitation of the possible involvement of various special agencies such as Congress of Parents and Teachers, university extension services, libraries and other agencies furthering continuing education for adults will be provided.

- 4.2 Iowa will continue the policy of inter-state compacts with surrounding states which have enabling legislation.

The program of the present Keosippi Library inter-state system operating under the Iowa and Illinois compact will be expanded to implement some of the programs enumerated in 4.1, which will add a supplementary service to the users of that area. (See attached copies of the inter-state compact under 1.13(d).)

#### 4.3 Allocation of costs and accounting

- 4.31 Allocation of costs can be determined only after the the participating agencies are designated. The cost will be prorated on the basis of total cost and the extent of participation.

- 4.32 Accounting responsibility. The State agency will administer or supervise the accounting procedures depending on the size of the project.

Plan Section Number 4.04.4State IowaFiscal Year 1966-1967

#### 4.4 Criteria - participation.

##### 4.41 Criteria, priorities and method of distribution.

Priorities given to projected proposals will be based on the following criteria:

1. Value to the state as a whole or a definitely defined geographical or subject area as judged by the Advisory Council and the State agency.
2. The estimated cost in relation to its value as determined by 4.41.1.
3. Ability of sponsors of the proposal to implement the project.
4. Information about Title III including criteria will be publicized through suitable communications media such as ETV, I.A.E.A. Newsletter, Iowa Press Association, Ia NAPS News Notes and, Iowa library journals.

##### 4.42 Assurance of opportunity to participate.

To the best of the ability of the State agency staff and the Advisory Council, opportunity to participate in cooperative library systems will be accorded to every appropriate local or other public agency in the state to the extent of funds available.

#### 4.5 Statewide council.

A statewide advisory council has been appointed with representatives of the following:

Public libraries; academic libraries; public and private; special libraries; school libraries; adult education agencies; audio visual agencies; and library users.



Plan Section Number 5.0State IowaFiscal Year 1966-1967

## 5.0 State institutional library services - Title IV, Part A.

### 5.1 Policies, objectives and standard for eligibility.

#### 5.11 Policies and objectives.

The policies and objectives will be to improve all phases of library services in state institutions in cooperation with the Board of Control, the Board of Regents and the Department of Public Instruction Division of Vocational Rehabilitation, under which are contained all of the agencies eligible under this title.

Immediate plans call for (1) employment of an institutional library analyst under the Iowa State Traveling Library, (2) workshops for personnel now serving in institutional libraries, and (3) a study of methods of coordination.

Long range plans call for (1) employing an institutional library consultant, (2) developing cooperation between the institutional libraries and the Iowa State Traveling Library cooperative systems, (3) demonstrating specialized new techniques appropriate to library service, (4) preparing a manual for Iowa institution libraries, (5) staffing each library with qualified personnel, (6) developing superior professional library material for the staff, and (7) providing inmates and patients with library service comparable to that available in the communities to which they will return.

#### 5.12 Standard for eligibility.

The standards for determining whether an institution is eligible for service will be the appropriation by the legislature to each institution and the Salary Book as published by the Iowa State Printing Board.

### 5.2 Criteria - participation.

#### 5.21 Criteria, participation and methods of distribution(s).

First consideration will be given to institutions which can supply satisfactory assurance that patients and/or inmates will be given first priority and that the institution will maintain a strong professional resource collection and, second, demonstrate a commitment to participate in a coordinated and cooperative program.



Plan Section Number 5.05.21State IowaFiscal Year 1966-1967

Information concerning the program will be made known by the Board of Control in monthly meetings and by publications and the Board of Regents.

5.22 Assurance of opportunity to participate.

The state library agency has informed and will keep informed all eligible institutions.

5.3 Maintenance of effort.

Subject to appropriations by the legislature, all institutions will sign an agreement that expenditures for library services will not be less than the preceding fiscal year.

5.4 Advisory council.

A council to act in an advisory capacity to the state library agency has been composed of the following representatives: administrative office of the Board of Control; mental institutions; correctional institutions, juvenile and adult; mentally retarded institutions; hospital-schools; and children's homes.

Plan Section Number 6.0State IowaFiscal Year 1966-1967**6.0 Library Services to the physically handicapped - Title IV, Part B.****6.1 Policies and objectives.**

The policies and objectives for the establishment or improvement of State plans for library services to physically handicapped persons, including the blind and the visually handicapped will be developed toward concomitant goals. Library services to the physically handicapped persons will facilitate development of the other goals in rehabilitation programs.

The immediate planning calls for (1) a feasibility study on the establishment of a referral center on the needs of the near blind to be located in the Iowa State Traveling Library with the referrals being made from the Iowa Commission for the Blind, Iowa State Traveling Library Cooperative Centers, local public libraries, private organizations and individuals; and (2) workshops on a state-wide basis to educate librarians on the resources available. The two immediate plans would go hand and hand.

Long range plans will identify the number of Iowans eligible under the program (currently estimated by the U.S. Bureau of Census at 30,000) and their individualized needs; preparation of bibliographies of books in large type print kept up-to-date; use Iowa State Traveling Library Cooperative Center field staff, representatives of Iowa Commission for the Blind and other appropriate public and private agencies; and assign areas of service to the appropriate agencies such collections of large print books, reading devices and personnel to adapt equipment to individualized equipment.

**6.2 Criteria - participation.****6.21 Criteria priorities and methods of distribution.**

The criteria and priorities will be assigned to the projects most feasible for immediate action namely, (1) workshops for the education of librarians and lay groups to the need of the physically handicapped and the resources available, and (2) the establishment of a referral center including a centralized collection of books in large print type.

Information on the program will be disseminated through all media of communication, the wide-spread information activities of the Iowa Commission for the Blind, the state vocational rehabilitation agencies, the centers for rehabilitation, state and private agencies concerned with the handicapped as well as institutions dealing with correctional and mental problems.



LSCA

Plan Section Number 6.0

6.22

State Iowa

Fiscal Year 1966-1967

6.22 Assurance of opportunity to participate.

The state library agency will coordinate the information programs of all appropriate agencies existing in the state.

The Director of the Commission for the Blind announced in Advisory Council Meeting that his board had adopted the policy that no funds from LSCA, Title IV B would be needed by the Commission for the Blind in the foreseeable future.

6.3 Maintenance of effort.

Subject to appropriations by the legislature and non-profit organization budgets, actual expenditures for the physically handicapped will not be decreased.

6.4 Council.

A council to act in an advisory capacity to the State library agency has been established with persons representing Iowa Commission for the Blind, the U.S. Veterans Administration Hospital, the Iowa Rehabilitation Center, the Iowa Department of Public Instruction Division of Vocational Rehabilitation, and the Iowa Braille and Sight Saving School.



STATE LIBRARY OF IOWA



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